

Broadwell Parish Council

Public notice is given for a meeting of Broadwell Parish Council to be held on 27th September 2023 at the village hall, beginning at 7.30 p.m.

Addressed to Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr W Neill (WN), Cllr N Brindley (NB), Cllr A Wodzianski (AW), Cllr R Ross (RR) & Cllr C Morse (CM)

Dear Councillors, you are hereby summoned to attend the above meeting of Broadwell Parish Council, to be held for the purpose of transacting the business listed in the agenda below.
Members of the public & press are welcome to attend



Debbie Braidon, Clerk & RFO to the council. DATE: 19th September 2023

Agenda for Broadwell Parish Council		
1	Apologies	Members who cannot attend a meeting should tender apologies to the Parish Clerk or the Chairman. Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting.
2	Interest declaration	Members are invited to declare disclosable pecuniary interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward for flood plan. As required by the Council's Code of Conduct for Members and by the Localism Act 2011.
3	Public Recess	Members of the public are invited to make representations to the Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act and to respond to items received.
4	Minutes	To approve the minutes of the Parish Council meeting held on 15 th August 23 & the extraordinary meeting on 7 th September 23.
5	Reports	To receive reports from the District and County Councillors
6	Stow NDP	To receive a report from the District Councillor Dilys Neill
7	Projects	7.1 Drains – To receive an update from the clerk re Highways. 7.2 Litter Bins – To receive quotes for replacement bins and approve an option to purchase for replacing three bins. To decide which fund this will be paid from. RR 7.3 To receive quotes for rebuilding the wall by the Splash. To approve a quote for the works and from which fund this will be paid from. WN 7.4 Maintenance Projects update – to note and discuss update report as per attached Appendix C from Cllr Brindley. 7.5 To receive an update regarding the works on the bus shelter.
8	PLANNING	8.1 To consider applications received. 23/01678/FUL Annex at Manor Farm Barn – Additional details <u>for information only</u> . Full Application for Addition of entrance door, replacement windows and other associated works.

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		<p>8.2 To receive & discuss planning correspondence if any.</p> <p>8.3 To note any decisions and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b)</p> <p>8.4 To receive and discuss comments for post agenda applications received. (Clerk to advise)</p>
9	Clerk Items	<ol style="list-style-type: none"> 1) To receive an update for the vacancy of clerk and any handover dates. 2) To approve clerk's action sheet & timesheets for August. 3) To note 8 hrs annual leave taken 10th to 22nd September 23 leaving a balance of zero hrs due up to first week in October. 4) To discuss and approve clerk's salary upgrade as per Chairman's suggestion and email.
10	Speed Signs	To discuss and receive an update for 20 is plenty speed signs in the area.
FINANCE		
11	Accounts Systems	To discuss whether this is a positive step to have an accounting system and if approved, clerk to source quotes from different companies. Note Scribe quote of £12 per month.
12	Income	To receive and approve receipts of Interest and income for August 23.
13	Expenditure	To receive and approve expenditure for August 23.
14	Payments List	To approve payments paid, payments due, and receipts for recompense, as scheduled at Appendix A
15	Bank Reconciliation	To receive and approve the 2 nd quarterly bank reconciliation report and remaining budgets.
SUNDRY ITEMS		
16	Correspondence Received	To receive and note correspondence list at Appendix B. Agree any actions.
17	Next Meeting	To formulate and approve a schedule of council meetings for the remaining year.
18	Close	To record the end of the meeting.